



## RETAILER & RESTAURANT FEE FORM

BUSINESS NAME:		
WSDA ORGANIC CERTIFICATION NUMBER (RENEWAL APPLICANTS ONLY):	COUNTY WHERE BUSINESS IS LOCATED:	STATE WHERE BUSINESS IS LOCATED:

**ATTENTION:** Complete Section 1 of this form if you are a New Applicant seeking certification.  
 Complete Section 2 of this form if you are currently certified and are renewing your certification.

### 1. NEW APPLICANTS – New operations applying for the first time!

<p style="text-align: center;">Estimated calendar year gross annual income from organic products*</p> <p style="text-align: center; margin-top: 20px;">\$</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right; padding-right: 10px;">New Application Fee:</td> <td style="text-align: right;">\$250</td> </tr> <tr> <td style="text-align: right; padding-right: 10px;">Minimum Certification Fee:</td> <td style="text-align: right;">\$200</td> </tr> <tr> <td style="text-align: right; padding-right: 10px;">Total New Applicant Fee:</td> <td style="text-align: right;">\$450*</td> </tr> </table>	New Application Fee:	\$250	Minimum Certification Fee:	\$200	Total New Applicant Fee:	\$450*
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Minimum Certification Fee:	\$200						
Total New Applicant Fee:	\$450*						

\*The fee for a **New Handler** is \$450. In addition to this fee, please include an *estimate* of the gross annual income from either the sales of organic products, or from the service fee you expect to receive for handling organic products during the current calendar year. After your application has been reviewed, you will be provided with a cost estimate invoice for your remaining certification fee based on this estimate. Refer to the WSDA Organic Rules and Regulations Book for more information on fees or contact our office directly.

### 2. RENEWAL APPLICANTS – Operations that are renewing an existing certification. Renewals are due March 1.

Use the Organic Retailer Gross Annual Income Summary to total up gross annual income per organic product. Provide the totals in the table below to determine your renewal certification fee.

Total gross annual income of certified organic products from the previous calendar year: (Amount must match the details provided on the Retailer Gross Annual Income Summary)	\$
Certification Fee (Based on the below Retailer Fee Schedule):	\$
Late Fee (\$100 for each month past March 1 <sup>st</sup> ):	\$
<b>Total Renewal Applicant Fee:</b>	<b>\$</b>

  

GROSS REVENUE	FEE
\$ 0 - \$ 100,000	.....\$ 330
\$ 100,001 - \$ 500,000	.....\$ 500
\$ 500,001 - \$1,000,000	.....\$ 750
\$1,000,001 - \$2,000,000	.....\$1,000
\$2,000,001 - \$3,000,000	.....\$1,500
\$3,000,001 - \$4,000,000	.....\$2,000
\$4,000,001 - \$5,000,000	.....\$2,250
Over \$5,000,000	.....\$2,500

<p><b>Send Application Materials and Fee To:</b>          Washington State Dept of Agriculture          Attn: Organic Food Program          PO Box 42560 (US Mail)          1111 Washington Street SE (Private Courier)          Olympia WA 98504-2560</p>	<p style="text-align: center;"><b>Checks returned by the bank will be charged a handling fee of \$25.00</b>          (RCW 62A.3.51(a) and 62A.3.520)</p> <p style="text-align: center;">Note: All business related information submitted or collected is confidential and exempt from public inspection and copying (RCW 15.86.110)</p>
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